

**State of Michigan  
MiCSES / EF Enforcement  
Requirements Traceability Matrix**

**General Information**

<b><i>Project ID / Acronym:</i></b>	MiCSES / EF Enforcement	<b><i>Date:</i></b>	11/14/2005
<b><i>Organizational Title:</i></b>	MI Department of Human Services	<b><i>Modification Date:</i></b>	3/29/2007
<b><i>Author(s):</i></b>	Ray Copi	<b><i>MDIT Authorized by:</i></b>	MDIT IO authorizing MDIT resources to work on the project and committal of resources to work on the project and approval of previous deliverables up to the Requirements stage of the project.
<b><i>Agency Sponsor:</i></b>	Michael Adrian	<b><i>MDIT Executive:</i></b>	MDIT CSD authorizing MDIT resources to work on the project and committal of resources to work on the project and approval of previous deliverables up to the Requirements stage of the project.

This example is from MiCSES which is a large and complex project. This project is a Federally Mandated System with approximately 200+ staff.

**Privacy Information**

This document may contain information of a sensitive nature. This information should not be given to persons other than those who are involved in the MiCSES / EF Enforcement project or who will become involved during the lifecycle.

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## 1. Responsibilities

PDD Division Administrator (OCS)	Michael Adrian		
Accenture Project Manager	Jamie Walker		
Office of Child Support Policy Manager	Kelly Morse		
Application Manager	Andrew Roberson		
Office of Child Support Functional Owner	Jan Merkle		
Business Analyst Manager	Margie Slempp		
HPT Business Analyst	Ray Copi		
OCS Enforcement Analyst	Ryann Moore		
Quality Assurance Manager	Erin Frisch		
Customer Service Manager	Sharon Christman		
Training Services Manager	Justine Peters		
Technical Communications Team Lead	Michelle Lefevre		

## 2. Requirements Traceability Matrix

"Click [HERE](#) and Type"

### 2.1 Description of Matrix Fields

"Click [HERE](#) and Type"

2.2 Requirements Traceability Matrix

Require ment Number	Requirement	Source	Objective	Design Specification	Program Module	Test Specifi- cation	Test Case(s) Numbers	Successful Test Verification	Modification of Requirement	Remarks
EF47_RD1	MiCSES must automatically <u>relate</u> all SOIs that match a member's primary SSN for active IV-D cases.	JAD	b	MiCSES41_DOCUMENTATION/Functional Designs/EF - Enforcement/FD_EF_EHIS_EF47 FILTERING AND LOADING INCOME SOURCES	EF47		29813	Yes		MiCSES relates all SOIs that matche member's primary SSN automatically for active IV-D cases.
EF47_RD1.1	The SOI must be recorded in the SOI table.	JAD	a		EF47		29814	Yes		MiCSES does not load duplicate 'E' type SOI records for New Hire and Quarterly Wage.
EF47_RD1.1.1	The SOI table must have edit checks so as not to allow duplicates.	JAD	a		EF47		29814	Yes		MiCSES does not load duplicate 'E' type SOI records for New Hire and Quarterly Wage.
EF47_RD1.1.1.1	An SOI must be considered for purposes of loading, as a duplicate if the FEIN and address match an existing SOI Type with the same type.	JAD	b		EF47		29816	Yes		MiCSES does not load duplicate SOI for New Hire if the FEIN and address match an existing SOI type with the same type.
EF47_RD1.1.1.1.1	When a single FEIN is matched to an SOI with multiple locations in the SOI table, the automated process must select the existing SOI with a matching SOI State and zip code.	JAD	b		EF47		29817	Yes		MiCSES automatically selects the existing SOI with a matching SOI State and zip code when a single FEIN is matched to an SOI with multiple locations in the SOI table
EF47_RD1.1.1.2	When MiCSES automatically matches an SOI that has been merged in to another primary SOI entry, MiCES must select the primary SOI as the SOI to attach to the member.	JAD	b		EF47		29818	Yes		MiCSES automatically selects the primary SOI as the SOI to attach to the member when it matches an SOI that has been merged into another primary SOI entry.
EF47_RD1.1.2	MiCSES must have a maintainable list of known SOI types allowing IWNs (which trigger IWNs and	JAD	b		EF47		29819	Yes		MiCSES does have a maintainable list of known SOI types allowing IWNs

	NMSN to generate automatically).									(which trigger IWNs and NMSN to generate automatically).
EF47_RD1.1.3	MiCSES must attach the SOI to the member when provided to MiCSES by agency SOI interfaces if the SOI provides benefits collectible by IWN.	JAD	b		EF47		29820	Yes		MiCSES does attach the SOI to the member when provided by agency SOI interfaces if the SOI provides benefits collectible by IWN.
EF47_RD1.2	MiCSES must be able to process multiple files from the same SOI type in the same batch run.	JAD	a		EF47		29821	Yes		MiCSES is able to process multiple files from the same SOI type during the same batch run. <b>Note: This will not be scripted for UAT because it is a technical requirement. It will be part of System Test.</b>
EF47_RD1.3	A worker must be able to manually add an SOI.	JAD	a		EF47		29822	Yes		MiCSES allows the worker to manually add and SOI.
EF47_RD1.3.1	MiCSES must notify the worker of a potential duplicate SOI.	JAD	b		EF47					
EF47_RD1.3.1.1	The worker must be able to add the potential duplicate after being notified.	JAD	a		EF47					
EF47_RD1.3.1.2	The worker must be able to delete the potential duplicate after being notified.	JAD	a		EF47					
EF47_RD1.3.2	MiCSES must restrict the worker role that can add an SOI.	JAD	a		EF47					
EF47_RD1.3.3	MiCSES must restrict the worker role that can update an SOI.	JAD	a		EF47					
EF47_RD1.3.4	MiCSES must restrict the worker role that can delete an SOI.	JAD	a		EF47					
EF47_RD1.3.5	MiCSES must restrict the worker role that can merge an SOI.	JAD	a		EF47					
EF47_RD1.3.6	MiCSES must track history (add, update, delete, merge) SOI records.	JAD	a		EF47					
EF47_RD1.3.6.1	The worker must be able to view the SOI record history.	JAD	a		EF47					

EF47_RD2	MiCSES must automatically identify all SOIs that match a member's primary SSN for active IV-D cases attached to an active docket.	JAD	b		EF47					
EF47_RD2.1	MiCSES must not automatically create a duplicate SOI with the same FEIN for the member.	JAD	b		EF47		29823	Yes		MiCSES does automatically identify all the SOIs that match a member's primary SSN for active IV-D cases attached to an active docket.
EF47_RD2.1.1	A terminated SOI attached to a member will be made active for that member when conditions are met that qualify the SOI to be restarted.	JAD	c		EF47		29825	Yes		A terminated SOI attached will be made active for that member when conditions are met that qualify the SOI to be restarted.
EF47_RD2.1.2	MiCSES must not qualify an SOI as a good SOI by type, if the SOI meets a threshold defining the information as old information.	JAD	d		EF47		29826	Yes		MiCSES does not qualify an SOI as a good SOI by type if the SOI meets a threshold defining the information as old information.
EF47_RD2.1.3	SOI information determined to be old information that is supported by newer information from another interface (old new hire will be loaded if current quarterly wage qualifies the member) must be treated as verified information on the system.	JAD	d		EF47		29827	Yes		SOI information determined to be old information that is supported by newer information from another interface (old new hire will be loaded if current quarterly wage qualifies the member) will be treated as verified information on the system.
EF47_RD2.1.4	A member cannot be attached to an SOI that is not in the SOI Table.	JAD	e		EF47		29828	Yes		MiCSES doesnot attach an SOI if the SOI is not in OTHP table.
EF47_RD2.2	MiCSES must notify the worker when there is a match from a Qualified SOI to a secondary/tertiary SSN	JAD	b		EF47					
EF47_RD3.1	The worker must be able to manually attach an SOI to a member.	JAD	b		EF47		29829	Yes		The worker is able to manually attach an SOI to a member.
EF47_RD3.1.1	The member must be able to have multiple SOIs.	JAD	b		EF47		29830	Yes		Members are able to have multiple SOIs.
EF47_RD3.1.2	MiCSES must notify the worker when a duplicate SOI is being attached to a member.	JAD	b		EF47					

EF47_RD3.1 .2.1	The worker must be able to attach the potential duplicate after being notified.	JAD	a		EF47					
EF47_RD3.1 .2.2	The worker must be able to delete the potential duplicate after being notified.	JAD	a		EF47					
EF47_RD3.2	The worker must be able to filter the SOIs based on fields in the SOI record.	JAD	a		EF47					
EF47_RD3.2 .1	The worker must be able to sort the SOIs based on fields in the SOI record.	JAD	a		EF47					
EF47_RD3.3	The worker must be able to initiate an employer verification notice to any SOI.	JAD	a		EF47		29831	Yes		Workers are able to initiate an employer verification notice to any SOI.
EF47_RD3.4	MiCSES must capture the history (add, update, delete, merge) of SOIs attached to a member.	JAD	a		EF47		29832-29835	Yes		MiCSES captures the history of adding SOIs to a member, updating, deleting and merging a member's SOIs
EF47_RD3.5	Workers must be able to view the member's SOI history.	JAD	a		EF47		29836	Yes		A member's history of SOIs is viewable to the worker.
EF47_RD4.1	MiCSES must have automated interfaces with SOI types.	JAD	a-e		EF47		29837	Yes		MiCSES has an interface with the Michigan Unemployment Insurance Agency.
EF47_RD4.1 .1	MiCSES must have an interface with MUIA to identify members receiving benefits from the agency.	JAD	a-e		EF47					
EF47_RD4.1 .2	MiCSES must have an interface with New Hire.	JAD	a-e		EF47		29838	Yes		MiCSES has an interface with New Hire.
EF47_RD4.1 .3	MiCSES must have an interface with quarterly wage.	JAD	a-e		EF47		29839	Yes		MiCSES has an interface with Quarterly Wage.
EF47_RD4.1 .4	MiCSES must have an interface with Social Security Administration (SSA) to identify members receiving benefits from the agency.	JAD	a-e		EF47					
EF47_RD4.1 .5	MiCSES must have an interface with Worker's compensation to identify members receiving benefits from the agency.	JAD	a-e		EF47					
EF47_RD5.1	The SOI must be stored separately from entries in the OTHP Other Party Table.	JAD	e		EF47					

EF47_RD5.2	Workers must have the ability to search and view SOI in MiCSES.	JAD	a		EF47					
EF47_RD5.3	Manual processes, batch processes and screens using SOI from OTHP table must now access SOI from the new storage method.	JAD	e		EF47					
EF47_RD5.4	MiCSES must allow central SOI maintenance to build and maintain relationships between employers for the loading process to occur correctly when an NCP works for a conglomerate.	JAD	e		EF47					
EF47_RD5.5	MiCSES must store multiple address types for a single SOI.	JAD	e		EF47					
EF47_RD5.6	MiCSES must identify an SOI that receives NMSNs	JAD	c		EF47					
EF47_RD5.6 .1	MiCSES must identify an SOI that does not receive NMSNs.	JAD	c		EF47					



## Approval Information

*The signatures relay on an understanding of the purpose and content of the document by those endorsing it.*

☐ Accept      ☐ Reject      ☐ On Hold      ☐ Need Clarification      ☐ Other:

	Name / Title	Signature	Date
Client Sponsor			
MDIT Agency Services Sponsor			
Project Manager			
MDIT Infrastructure Services			
Office of Enterprise Security			